

**SHELBY COUNTY BOARD OF COMMISSIONERS  
AGENDA ROUTE SHEET**

Referred to Commission Committee (name) Hospitals & Health

For Commission Action on (date) March 16, 2009

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**A RESOLUTION approving an amendment to the FY2008-2009 operating budget of the Memphis City Schools Nurses Program increasing the budget in the amount of \$13,540.00 for the provision of nursing services by Registered Nurses and Licensed Practical Nurses to Memphis City Schools and an amendment to the FY2008-2009 position control budget and the appropriation of said funds. This item requires the expenditure of County grant funds in the amount of \$13,540.00. Resolution sponsored by Commissioner Joyce Avery.**

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**CHECK ALL THAT APPLY BELOW:**

\_\_\_\_\_ This Action does NOT require expenditure of funds.

  X   This Item requires/approves expenditure of funds as follows (complete all that apply):

County General Funds: \$ \_\_\_\_\_ : County CIP Funds: \$ \_\_\_\_\_

State Grant Funds: \$ \_\_\_\_\_ : State Gas Tax Funds: \$ \_\_\_\_\_

Federal Grant Funds: \$ \_\_\_\_\_

Other funds (Specify source and amount): \$ 13,540 Memphis City Schools

Other pass-thru funds (Specify source and amount): \$ \_\_\_\_\_

**Originating Department:** Division of Health Services – Personal Health Services

**APPROVAL:**

Dept. Head: Johnathan Russell 544-7585 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

Division Director: Yvonne S. Madlock 544-7583 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

Finance Dept.: Michael A. Swift 545-4449 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

County Attorney: Mary Bright. 545-4963 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

CAO/Mayor: James Huntzicker 544-4514 \ \_\_\_\_\_ \ \_\_\_\_\_  
(Type your name & phone #.) (Initials) (Date)

ITEM NO: \_\_\_\_\_

PREPARED BY: Johnathan Russell

APPROVED BY: \_\_\_\_\_

**A RESOLUTION approving an amendment to the FY2008-2009 operating budget of the Memphis City Schools Nurses Program increasing the budget in the amount of \$13,540.00 for the provision of nursing services by Registered Nurses and Licensed Practical Nurses to Memphis City Schools and an amendment to the FY2008-2009 position control budget and the appropriation of said funds. This item requires the expenditure of County grant funds in the amount of \$13,540.00. Resolution sponsored by Commissioner Joyce Avery.**

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**WHEREAS**, That a contract between Memphis City Schools and Shelby County Government in the amount of \$310,673.00 for the period August 1, 2008 - July 31, 2009, was entered into on January 16, 2009; and

**WHEREAS**, That it is necessary to amend the Memphis City Schools Nurses Budget No. 810-400513 as shown on Exhibit A; and

**WHEREAS**, That it is necessary to amend the FY 2009 Position Control Budget as shown on Exhibit B; and

**WHEREAS**, That there is no cost to the County for this activity.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF SHELBY COUNTY, TENNESSEE**, That the FY 2008-2009 Shelby County Operating Budget is hereby amended and funds appropriated as per Exhibit A, which is attached hereto and incorporated hereinto by reference.

**BE IT FURTHER RESOLVED**, That the FY 2008-2009 Shelby County Position Budget is hereby amended as shown on Exhibit B, which is attached hereto and incorporated hereinto by reference.

**BE IT FURTHER RESOLVED**, That the County Mayor is hereby authorized to execute the said amendment on behalf of Shelby County Government, an executed copy of which is to be placed on file in the Purchasing Department.

**BE IT FURTHER RESOLVED**, That the County Mayor and the Director of Administration and Finance are authorized to issue their warrant or warrants to the extent of appropriations made in this resolution and to take proper credit in their accounting therefore.

\_\_\_\_\_  
A C Wharton, Jr., County Mayor

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Clerk of County Commission

ADOPTED: \_\_\_\_\_

## **SUMMARY SHEET**

### **I. Description of Item**

Requesting approval of a budget amendment and appropriation of funds in the FY2008-2009 Operating Budget and the Position Control Budget for the Memphis City Schools Nurses grant.

This contract between Shelby County Government and the Memphis City Schools is for the provision of school health services.

### **II. Source and Amount of Funding**

#### **A. Memphis City Schools – Board of Education**

School Nurses Program

Budget Number 810-400513-4240                      \$13,540.00

B. There are no other costs, directly or indirectly, associated with this resolution.

C. There are no additional or subsequent obligations or expenses for which Shelby County will ultimately be responsible.

### **III. Contract Items**

A. Contract is for the period August 1, 2008-July 31, 2009.

### **IV. Additional Information Relevant to Approval of this Item**

- This budget amendment will permit maximum utilization of grant funds and ensure proper nursing staffing for the Memphis City Schools.

1. TCA 49-3-359 mandated that there be one School Nurse for every 3000 students in a district.
2. TCA 49-5-415 mandates that Licensed Health Care Providers (usually nurses) provide health care services in schools.
3. Federal Law (Individuals with Disabilities Education Acts) mandates that school systems provide education and related services to students who are classified as Special Education if they have special service needs, including nursing services, if necessary.
4. School Nurses provide general and special needs services for all students in Memphis City Schools including health promotion and illness/injury prevention education.

- Scope of Services:

#### **Nursing Services**

- a. Conduct comprehensive health assessments of the child in relation to the school setting.
- b. Provide direct health care services to the student with special needs.
- c. Serve as a liaison with parents, primary health care provider and other related agencies participating in the care of the student with special needs.

- d. Identification of assessment and/or educational planning, and evaluation of the child with special health care needs.**
- e. Provide home visits as needed.**
- f. Facilitate and assist with the transition of the student with special needs from home to school. No bus duty assignments.**
- g. Ensure the development of the Individualized Health Care Plan and that appropriate staff is informed (LPN, teacher, etc.)**
- h. Attend Individualized Education Program (IEP) meetings of students as needed.**
- i. Assist in the identification and problem solving of issues that affect the delivery of health care services.**
- j. Evaluate and determine the need for additional services for the student with health care needs.**
- k. Assure that the necessary tasks provided by the School Nurses are carried out safely, effectively and in a timely manner.**
- l. Provide pertinent and timely information to the Memphis City Schools that could possibly affect the delivery of care.**
- m. Monitor the School Nurses' (LPNs) documentation for accuracy and completeness.**
- n. Charge nurse to work with Memphis City Schools' Administration to determine the adequacy of each clinical RN's and LPN's caseload.**
- o. Work with Memphis City Schools' personnel with the development of staff development workshops.**
- p. Available by pager or phone to appropriate Memphis City School staff regarding school health matters.**
- q. Help plan and assist in the orientation of newly hired LPN staff.**
- r. Provide through Charge Nurse monthly reports to the School Health Coordinator that includes information that is valuable for the completion of the state report.**
- s. Participate in Memphis City Schools' Coordinated Health effort with a particular emphasis on students with special health care needs.**
- t. Serves as a resource person for LPNs.**
- u. Communicate nursing absences and vacancies to Memphis City Schools' School Health Coordinator and provide appropriate replacements within 30 days.**
- v. Meet with Memphis City Schools' Supervisor and School Health Coordinator monthly.**